

ECONOMIC AND COMMUNITY DEVELOPMENT

BUDGET UNIT: ECONOMIC PROMOTION (AAA ECD)

I. GENERAL PROGRAM STATEMENT

The Department of Economic and Community Development administers an economic promotion program, which includes distribution of Transient Occupancy Tax funds for marketing and promotional activities within the county, administers the Agua Mansa Enterprise Zone, manages sponsorships of regional economic councils and helps support the Quad State Joint Powers Authority.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	1,662,168	926,263	919,146	780,751
Total Revenue	845,164	68,000	67,773	-
Local Cost	817,004	858,263	851,373	780,751
Budgeted Staffing		2.0		2.0

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENT

STAFFING CHANGES

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

Eliminate \$50.00 fee for Industrial Directory. Directory is over three years old and out of date.

GROUP: Economic Development/Public Services
 DEPARTMENT: Economic and Community Development - Promotion
 FUND: General AAA ECD

FUNCTION: Public Assistance
 ACTIVITY: Other Assistance

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Salaries and Benefits	151,569	153,272	13,316	-	166,588
Services and Supplies	912,042	640,691	(51,138)	-	589,553
Transfers	<u>132,300</u>	<u>132,300</u>	<u>(39,690)</u>	<u>-</u>	<u>92,610</u>
Total Exp Authority	1,195,911	926,263	(77,512)	-	848,751
Reimbursements	<u>(276,765)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriation	919,146	926,263	(77,512)	-	848,751
<u>Revenue</u>					
State, Fed or Gov't Aid	<u>67,773</u>	<u>68,000</u>	<u>-</u>	<u>-</u>	<u>68,000</u>
Total Revenue	67,773	68,000	-	-	68,000
Local Cost	851,373	858,263	(77,512)	-	780,751
Budgeted Staffing		2.0			2.0

GROUP: Economic Development/Public Services
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ANALYSIS OF 2003-04 BUDGET

	E	F	E+F G	H	G+H I	J	I+J K
	Board Approved Base Budget	Recommended Program Funded Adjustments	2003-04 Department Request	Vacant Position Impact	2003-04 Proposed Budget (Adjusted)	Recommended Vacant Restoration	2003-04 Recommended Budget
Appropriation							
Salaries and Benefits	166,588	(1,235)	165,353	-	165,353	-	165,353
Services and Supplies	589,553	(67,112)	522,441	-	522,441	-	522,441
Transfers	<u>92,610</u>	<u>347</u>	<u>92,957</u>	<u>-</u>	<u>92,957</u>	<u>-</u>	<u>92,957</u>
Total Expen Authority	848,751	(68,000)	780,751	-	780,751	-	780,751
Reimbursements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Oper Expense	848,751	(68,000)	780,751	-	780,751	-	780,751
Revenue							
State, Fed or Gov't Aid	<u>68,000</u>	<u>(68,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	68,000	(68,000)	-	-	-	-	-
Local Cost	780,751	-	780,751	-	780,751	-	780,751
Budgeted Staffing	2.0		2.0		2.0		2.0

ECONOMIC AND COMMUNITY DEVELOPMENT

Base Year Adjustments		
Salaries and Benefits	4,425	MOU.
	8,679	Retirement.
	212	Risk Management Worker's Comp.
	<u>13,316</u>	
Services and Supplies	(22)	Risk Management Liabilities.
	(2,241)	Reduction in CEDS part of approved 30% cost reduction plan.
	(14,500)	Reduction in special dept. expense, part of approved 30% cost reduction plan.
	(44)	Incremental Change in EHAP.
	<u>(34,331)</u>	4% Spend Down Plan.
	<u>(51,138)</u>	
Transfers	<u>(39,690)</u>	Reduction in ED/PSG Admin cost, part of 30% Cost Reduction Plan.
Base Year Appropriation	<u>(77,512)</u>	
Base Year Revenue	<u>-</u>	
Base Year Local Cost	<u>(77,512)</u>	

Recommended Program Funded Adjustments		
Salaries & Benefits	<u>(1,235)</u>	Decrease due to employee opting out of health benefits.
Services and Supplies	(27,312)	Decrease in Travel and Mileage due to loss of revenue.
	(5,100)	Reduction in Special Dept. Expense due to loss of revenue.
	(16,600)	Reduction in Communication charges due to loss of revenue.
	(17,753)	Reduction of other Misc. Supplies due to loss of revenue.
	<u>(347)</u>	GASB 34 Accounting Change (EHAP).
	<u>(67,112)</u>	
Transfers	<u>347</u>	GASB 34 Accounting Change (EHAP).
Total Appropriation	<u>(68,000)</u>	
Revenue	<u>(68,000)</u>	Not receiving state grant in 2003-04.
Total Revenue	<u>(68,000)</u>	
Local Cost	<u>-</u>	